

2011-12 ED-205 Form: Overview

Enclosed is the ED-205 form for the 2011-12 school years. These data are to include summer 2012 Title I activities.

Please do your best to provide accurate data. If you cannot collect data for a particular item at this time, please indicate so on the form. If you have data but have concerns about data accuracy, please note your concerns on the form or if you need additional help please my contact information is as follows:

Francis Apaloo
Connecticut State Department of Education
Bureau of Data Collection, Research and Evaluation, Rm. 350
P.O. Box 2219
Hartford, CT 06145-2219
Phone: (860) 713-6874
Fax: (860) 713-7032.
francis.apaloo@ct.gov

Schedule 1

- *This schedule is to be completed once by each local or regional school district receiving Title I funds.*

Schedule 2

- *One copy of this schedule must be completed for **each** public school, nonpublic school and local neglected program that received Title I Funds.*
- *Totals for gender, race/ethnicity and grade **must** be equal.*

Schedule 3

- *Must be completed if your district provided Title I services to nonpublic school students or local neglected programs during the 2011-12 school year.*
- *If you complete Schedule 3, you must also complete Schedule 2 for each nonpublic school or local neglected program.*
- *Please provide an evaluation or series of evaluations that inform you of the effectiveness of the Title I program services as they apply to the nonpublic schools and/or local neglected programs for which your district is the Title I fiscal agent. For each evaluation, please include a description of the evaluation design, the expected outcomes, and a summary of student performance with respect to the expected outcomes. You do not need to provide assessment data for students in grades 3 or lower.*

Instructions for Completing The Title I Evaluation Report

(ED-205 form, FY 2011-12)

Purpose and Description of the ED-205 Form

The ED-205 form is the data collection tool which results in reports that are included in the statewide federal performance report for Title I activities.

The ED-205 is comprised of three schedules. These schedules are listed below and are described in detail later in this document.

- Schedule 1: Title I district and contact information. This schedule **must** be completed by each district that received Title I funds.
- Schedule 2: Title I demographic, staffing and project information. This schedule **must** be completed for **each** public school, nonpublic school and local neglected project within your district that received Title I funds or services.
- Schedule 3: Title I Program Evaluation(s) for Nonpublic Schools or Local Neglected Programs that received Title I funds or services.

Instructions for Schedule 1: District and Contact Information

Schedule 1 must be completed by each **school** or **regional school district** that received Title I funding in the 2011-12 school year.

Item	Response Directions
District Information	<i>Enter your district name and code number.</i>
Contact Information	<i>Enter the name of the contact person and their mailing address, telephone number, email address and fax number.</i>
Regional District	<i>If you are a regional district responsible for more than one school district, please indicate the district names and code numbers for each district you are responsible for reporting.</i>
Signature	<i>The signature of the person responsible for reporting the Title I data.</i>

Instructions for Schedule 2: Demographic, Staffing and Project Information

- Schedule 2 must be completed for each public school, nonpublic school and local neglected project in your district that received Title I funds for the school year 2011-12.
- Counts must include all students served for any period of time between September 1, 2011, and August 31, 2012.

Item	Response Directions
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“Check only one”
box (upper right
corner) *Check the category for which you are completing schedule 2.*

District Name* *Enter your district name.*

District Code* *Enter your three-digit district code.*

School Name* *Enter your school name.*

School Code* *Enter your two-digit school code.*

****This information is listed in the Connecticut Education Directory.***

1. Gender *Enter the number of male and female Title I students and the total.*

2. Race/Ethnicity *Enter the number of Title I students described by each racial/ethnic category listed and the total. For students of mixed racial/ethnic heritage, attempt to determine each student’s preference. If no preference is indicated, use the mother’s race/ethnicity. Use the “other” category if no other category is appropriate.*

3. Grade Level *Enter the number of Title I students in each grade and the total.*

Totals for items 1, 2, and 3 must be equal. Any discrepancies will be returned for correction.

Instructions for Schedule 2 (Continued)

4. English
Language
Learners *Enter the number of Title I students in each grade who are English Language Learners as well as the total number of Title I students who are English Language Learners across all grades for this program category.*

“English Language Learners” are determined by either:

a) the Determination of English Limited Proficiency as prescribed by Section 10-17h-5 of Connecticut Regulations and Guidelines Concerning Bilingual Education Programs (1984); or, where these guidelines do not apply,

b) your district’s own documented procedure.

5. Students with
disabilities *“Students with disabilities” are Title I students who are served by special education and reported through the PC ISSIS system.*

6. Students that
are migratory *“Migratory” students are those who were enrolled in a migrant education program in 2011-12 and were served by Title I.*

7. Students that
are homeless *“Students who are homeless” are Title I students who lacked a fixed, regular, and adequate nighttime residence.*

8. Extended time
instructional *Indicate whether there are Title I extended time instructional programs conducted in your school. Before school, after-school, weekend, and summer*

- programs *programs should be included. Do not include adult education, preschool programs, or club activities in this count.*
9. Family Literacy Programs *Indicate whether there are Title I family literacy programs conducted in your school.*
10. Number of staff employed with Title I funds *“Number of people” includes all individuals who fit into the designated Title I staffing categories. Definitions of staff categories are provided in the Glossary section of this document. This count should be a whole number.*
“Full-time Equivalent” figures should be calculated by dividing the amount of time an individual is funded each week by the amount of time normally considered to be a full-time week. Round the sum for each category to the nearest tenth.
11. Instructional and Support Services *Counts may be **duplicated** across service areas. That is, if a student participated in a reading project and a mathematics project, he or she would be counted once for each of these projects.*

Section 11 does not have to be completed for schoolwide programs (SWP).

Instructions for Schedule 3: Program Evaluation for Nonpublic Schools or Local Neglected Programs.

- Complete this schedule only if your district provided Title I funds or services to **nonpublic school students or local neglected programs** in the 2011-12 reporting year. **NOTE:** You must also complete a Schedule 2 for this school.

Item	Response Directions
Name of District and District Code*	<i>Enter the district name and district code.</i>
Name of School and School Code*	<i>Enter the school name and school code</i>

****This information is listed in the Connecticut Education Directory on the CSDE website.***

A program evaluation is required of all Title 1 programs serving non-public schools and local neglected programs. Connecticut does not specify an evaluation design. However, desired outcomes must be specified and progress toward these desired outcomes must be evaluated. **NOTE:** You must also complete a Schedule 2 for this school.

Use Schedule 3 to:

- State the desired outcomes of the Title I project for neglected students;
- Summarize the data used to evaluate the desired outcomes; and,
- Describe any implications for program modification.

Glossary

Administrative Staff - All staff whose primary assignment is to direct staff members or manage the Title I project and its supporting services within an operating unit or school. This category may include staff such as project directors, coordinators and evaluators.

Disabled Students or Students with disabilities – Students for whom an Individualized Education Plan (IEP) has been written.

Extended-time – Any federal program-sponsored service instructional delivery (including schoolwide program) that extends the total hours of a school day, week or regular term beyond that which would otherwise be available for learning. This category would include early-morning and after-school programs; evening programs and other programs that alter the school schedule to accommodate migratory student schedules; Saturday programs; and other programs that extend the time for learning outside of the traditional “9:00-3:00” school day. Methods that substitute one type of learning time for another within the traditional school day, such as pullouts or in-class tutoring, are not considered extended-time instructional approaches for purposes of this report.

Full-time Equivalent (FTE) – The amount of time a person performs federal program duties and is paid by the equivalent (FTE) federal program, as a percentage of a full-time work year for the regular term, and as a percentage of a full-time summer-school or intersession program for the summer or intersession periods.

For example, if your district defines a full-time work year as 180 days and a teacher works the full regular term for the federal program, that teacher would be reported as 1.0 FTE for the regular term. (Another teacher who worked only 18 days during the regular term would be reported as 0.1 FTEs). If that same teacher also taught 30 days during the summer term for the federal program, and 30 days represents a complete summer session in your district, you would report a 1.0 summer school FTE for that teacher under the same column. If the teacher taught for 30 days in summer school, but worked only half days, you would report 0.5 FTEs under the summer column. Record all FTE entries to the nearest tenth, e.g., 1.0, 0.7, or 0.5.

Instructional Support Paraprofessional – An assistant in the classroom who is **not** licensed or qualified as a teacher, but who is qualified according to state definitions to assist a teacher in the delivery of instructional services.

Local Neglected Project - A program specifically designed for neglected students (see definition of neglected students) who receive Title I services.

Neglected students – Students who have been placed in a public or private residential facility (other than a foster home) or in a community day program for neglected children and youth, due to abandonment, neglect, or death of their parents or guardians.

Other Staff – All staff not counted in remaining staff categories in the staffing section of the performance report. These might include curriculum specialists, water safety instructors, vocational specialists, custodians, childcare workers, or other types of workers.

Reporting year – The reporting year is from September 1, 2011 – August 31, 2012.

Schoolwide Program (SWP) – A Title I **school** that operates a program to upgrade the entire instructional program for all children. To be eligible to provide a Schoolwide program, a school must have 50% or more low-income children.

Summer term – Any period of time in a locality that operates a traditional-calendar school year when the regular term of that school is not in session and a federal program-sponsored instructional program is offered. Year-round schools, for the purposes of this report, are not considered to have summer terms. Any break in the regular term of a year-round school is considered an intersession term, regardless of the season of the year in which it occurs.

Support Service Staff - Includes professional staff that provides support services, such as social work, guidance, health, nutrition, attendance, and library/media, directly to students. Clerical support directly related to Title I services should be reported in this line item.

Targeted Assistance School (TAS) - A program that serves specific students within a Title I school. These students are selected to participate when it is determined they are at the greatest risk of failing or have failed to meet state standards.

Teacher - A classroom instructor who is licensed and meets the teacher requirements for Connecticut.

Unduplicated – A count in which a given student or staff member is represented only once in a single category. All counts contained in specific sections of the report are to be unduplicated.

Ungraded – A child is ungraded if the school has an educational unit that has no separate grades. For example, some schools have primary grade groupings that are not traditionally graded, or ungraded groupings for children with learning disabilities. In some cases, ungraded students may also include special education children, transitional bilingual students, students working on a GED through a K-12 institution, or those in a correctional setting. (Students working on a GED outside of a K-12 institution are counted as out-of-school youth).

Connecticut State Department of Education

**Title I Evaluation Report
District and Contact Information
2011-12 School Year
(Schedule 1)**

District Information				
District Name:	District Code:			
Contact Information				
Name:				
Street Address:				
Town:	State:	Zip Code:		
Telephone Number:				
Fax Number:				
E-mail:				
If you are responsible for multiple districts, please indicate which additional districts below.				
District Name:	District Code:			
District Name:	District Code:			
District Name:	District Code:			
District Name:	District Code:			
District Name:	District Code:			
District Name:	District Code:			

Signature: _____

Connecticut State Department of Education

Title I Evaluation Report
Demographic, Staffing and Project Information
2011-12 School Year
(Schedule 2)

Check/circle only one:	
School year 2011-12	
<input type="radio"/>	Public TAS
<input type="radio"/>	Public SWP
<input type="radio"/>	Nonpublic
<input type="radio"/>	Local Neglected

District Name:	District Code:			
School Name:	School Code:			

1. Breakdown of Title I Pupils by Gender*:

Female		Male	
Gender Total			

2. Breakdown of Title I Pupils by Racial/Ethnic Group*:

American Indian or Alaskan Native		Hispanic	
Asian or Pacific Islander		White, not Hispanic	
Black, not Hispanic		Two or more Races	
Race/Ethnic Group Total			

3. Breakdown of Title I Pupils by Grade/Age Level*:

Ungraded	Age 0-2	Age 3-5	K	1	2	3	4	5	6	7	8	9	10	11	12
Pupils by Grade/Age Total															

***Note: The totals for questions 1, 2 and 3 must be equal.**

4. Breakdown of Title I Pupils who are English Language Learners by Grade/Age Level:

Ungraded	Age 0-2	Age 3-5	K	1	2	3	4	5	6	7	8	9	10	11	12

5. Number of Title I students with disabilities:

6. Number of Title I students who are migratory:

7. Number of Title I students who are homeless:

Schedule 2 (Continued)

District Code:			
School Code:			

8. Do you have a Title I Extended Time Instructional Program? Yes ____ No ____

9. Do you have a Title I Family Literacy Program? Yes ____ No ____

10. Number of staff employed with Title I funds:

	Number of people	Full-time Equivalent
1. Administrative Staff (non-clerical)		
2. Teachers		
3. Instructional Support Paraprofessionals		
4. Non-instructional Support Paraprofessionals		
5. Support Service Staff (clerical and non-clerical)		
6. Other (specify)		

11. Instructional and Support Services:**

**Number of
Pupils Served**

1. Reading/Language Arts	
2. Mathematics	
3. Science	
4. Social Studies	
5. Vocational/Career	
6. Other Areas of Instruction: Specify	
7. Guidance/Counseling/Social Work/Advocacy	
8. Health/Dental/Eye care	
9. Other Support Services: Specify	

****Section 11 does not have to be completed for schoolwide programs (SWP)**

Connecticut State Department of Education
Title I Program Evaluation
For Nonpublic Schools or Local Neglected Programs
2011-12 School Year
(Schedule 3)

District Name:	District Code:			
School/Site Name:	School Code:			

Please complete the following items or attach an evaluation that addresses the following:

1. State the desired outcomes for the Title I program.
2. Briefly summarize the data used to evaluate the progress of Title I students relative to desired outcomes.
3. Based on the data, determine the extent to which the desired outcomes have been met, and describe any implications for program modifications.